**Section 1400.1515 Documentation**

a) Minutes

Minutes of all meetings of the Procurement Review Board will be created and made available for inspection and copying.

b) Procurement File

All official procurement records, notices, contracts, written determinations, minutes, forms, and any other documents required under this Part must be made part of the procurement file maintained by the Chief Procurement Officer. The procurement file must be open to inspection and copying under conditions established by the Chief Procurement Officer and in compliance with the Freedom of Information Act (FOIA).

c) Contract Filing

Filing of contracts with the Comptroller must be done in accordance with Section 20-80 of the Illinois Procurement Code [30 ILCS 500] and any rules promulgated by the Comptroller.

(Source: Amended at 40 Ill. Reg. 13847, effective September 23, 2016)